



**PLYMOUTH  
CONGREGATIONAL  
CHURCH, UCC**

*an open and affirming congregation*

***Electronic Giving  
Program Enrollment  
Form***

**Yes! Please Sign Me Up!** I want to be part of the electronic giving program supporting the church's ministries to:

- Extend an extravagant WELCOME,
- Cultivate a sense of WONDER, and
- Provide a positive and pro-active WITNESS to the possibility of a just society!

Instructions: Complete both sides of this form, and return to the church office at the address provided below. If you have any questions, please contact Ivan Loy, Treasurer at [treasurer@plymouthucc.org](mailto:treasurer@plymouthucc.org) Thank you!

Plymouth Congregational United Church of Christ  
916 West Prospect Road  
Fort Collins, CO 80526

Date of Enrollment: \_\_\_\_\_

Type of Enrollment Form:

- |   |  |
|---|--|
| <input type="checkbox"/> New Enrollment         | <input type="checkbox"/> Change Financial Institution or Account Information |
| <input type="checkbox"/> Change Donation Amount | <input type="checkbox"/> Terminate Electronic Giving Program Enrollment      |
| <input type="checkbox"/> Change Donation Date   |  |

Last Name(s): \_\_\_\_\_ First Name(s): \_\_\_\_\_

Address: \_\_\_\_\_ City / State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email(s): \_\_\_\_\_

Desired Date of First Donation: \_\_\_\_/\_\_\_\_/\_\_\_\_

Donation Frequency (please check one):

Semi-Monthly – 1<sup>st</sup> and 15<sup>th</sup> of each month

Monthly on the 1<sup>st</sup> of each month

Monthly on the 15<sup>th</sup> of each month

Donation Designations and amounts:

General Pledge/Operating \$ \_\_\_\_\_

Capital Campaign \$ \_\_\_\_\_

Endowment Fund \$ \_\_\_\_\_

I would like to electronically give to fulfill my current year estimates of giving, but I don't remember the details. Please call me!

Special Instructions:

Please debit my (our) donation from my (check one):

Name of Financial Institution: \_\_\_\_\_ City / State: \_\_\_\_\_

Routing Number: \_\_\_\_\_ (9 digits) Account Number: \_\_\_\_\_

- Savings Account (attach a voided deposit slip which has the bank routing number and your account number) **NOTE: If you are using a money market account, please be sure your financial institution categorizes the account as a savings account. Many banks consider money market accounts to be 'checking accounts.'**
- Checking Account (attach a voided check)

I (we) hereby authorize Plymouth Congregational United Church of Christ, Fort Collins, CO to initiate debit entries to my (our) checking/savings account at the financial institution indicated above, and initiate adjustments (if necessary) for any transactions credited/debited in error. This authority will remain in effect until the Church is notified by me (us) in writing to cancel it in such time as to afford the Church and their financial institution a reasonable opportunity to act on my (our) request.

Authorized Signature:

Date:

Thank You!

## Frequently Asked Questions about the Electronic Giving Program

<p><b>Q. What is the Electronic Giving Program?</b> A. An automatic program of making contributions without writing checks.</p>	<p><b>Q. When will my contribution be deducted from my account?</b> A. On the date you authorize – either the 1<sup>st</sup> or 15<sup>th</sup> of the month or half of your contribution on each date.</p>	<p><b>Q. What do I do if I change bank accounts or if I decide I don't like the program?</b> A. Call the church office, and we will provide you with a new enrollment form for any changes, including canceling your enrollment.</p>
<p><b>Q. What are the advantages of participating in the Electronic Giving Program?</b> A. The program eliminates the cost of processing checks for the donor and the church, provides a way for the donor to make contributions even when out-of-town, eases seasonal cash flow problems for the church, and enhances security of donations to the church.</p>	<p><b>Q. How do I balance my checkbook or prove I made my contribution?</b> A. As your contribution is made at a pre-established time, simply record it in your check register. Your bank statement will also give you an itemized list of your electronic transfers, and the church will continue to provide you with a giving statement. You will also receive an e-mail when your account has been debited.</p>	<p><b>Q. What is the cost for participating in the electronic giving program?</b> A. Donors will incur no fees. The church will pay a small transaction fee for each donation.</p>
<p><b>Q. How is my contribution deducted from my account?</b> A. Once you complete an enrollment form to authorize the transfer, your contribution is transferred directly from your account to the church's account.</p>	<p><b>Q. Will my contribution be safe?</b> A. Yes, because contributions are processed through the Automated Clearing House (ACH) of the Federal Reserve system, your contribution is more secure than a cash or check contribution.</p>	<p><b>Q. How do I sign up for the electronic giving program?</b> A. Complete this enrollment form and return it to the church office along with a voided check or voided savings deposit slip.</p>